

20 May 1977

MEMORANDUM FOR:

FROM

:

[REDACTED]

SRO/Records Review Branch/ISAS

STATINTL

SUBJECT

:

Declassification Review Guideline Content

1. I have started to receive draft guidelines for the review of records originated by the component offices of the DDA. Several have concepts which might profitably be included in all.

2. A statement such as the following might be included: "All documents to be certified as requiring continued protection beyond thirty years may be retained at the Confidential level."

3. A statement concerning prior release such as the following might be included: "Subject to approval of the Director, documents and information which would ordinarily be exempted from declassification under these guidelines may be declassified if it is determined that, based on prior official disclosure, current or future equities clearly would not be adversely affected by declassification." If desired, (a) another officer can be substituted for "Director;" (b) unofficial release as well as "official disclosure" can be considered; and (c) other criteria can be added for release.

4. Pseudonyms, cryptonyms, and codewords appear to be items requiring protection in all drafts which I have received. Include protection for them in your guideline if you feel it necessary.

5. Overseas installations (as well as their organization, cover, staff, and functions) have required protection under guidelines which I have received. If the [REDACTED] of your office require protection it might be wise to say so specifically.

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6. Thank you for your efforts in this project. I hope to be hearing from you soon. The Action Plan establishing the Records Review Branch has been signed.



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